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8 May 1985

MEMORANDUM FOR: Deputy Director for Policy, Analysis
and Evaluation

FROM:

[Redacted]

Chief, SIS Support

SUBJECT: CT Training Schedule

1. During the one hour or less which I will spend briefing the CTs I will cover:

- ° origin and purpose of the SIS
- ° benefits of the SIS and how it differs from the GS system
- ° how the SIS differs from the SES
- ° daily administration of the SIS system

2. Because the SIS briefing includes only myself and will take a maximum of one hour, I feel my schedule should work around the schedules of the other PA&E areas. My preference would be late afternoon, but I am extremely flexible.

[Redacted]

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